

Pahrump Community Library
Minutes of the March 10, 2025 Meeting

1. Call to Order

Meeting called to order at 10:03 am.

2. Members Roll Call

In Attendance: Secretary Kelly Green, Trustee Matthew Morris, Trustee Dee Mounts, Michael Runion Vice Chair, Chair John Shewalter, Michelle Nelson, Director Kimberly Thomas via Zoom, Julie Butland, Assistant Director Shanna Gibbons

3. Pledge of Allegiance

Trustee Morris led the Pledge of Allegiance prior to the Call to Order.

4. GENERAL PUBLIC COMMENT: (*Action will NOT be taken on matters considered during this period until specifically included on an agenda as an action item.)

Ann Underdahl – She stated that she would love to see the library rejoin the ALA.

Carolene Logue – She also states the library should rejoin the ALA.

Helen Schneider – She also would like to see about the library rejoining the ALA.

Ginny Okawa – She supports the ALA and the idea to rejoin.

Deann Franke – She also supports the idea of the ALA.

Karen Waldman – She spoke against the ALA and their benefit to the library.

Dave Ochenreider – He stated that he did not support the idea of rejoining the ALA.

5. Trustee/Director/Liaison Comments – This item is limited to announcements, brief discussions of public comments, correction of factual inaccuracies, direction to staff, or topics proposed for future board meetings. (Lengthy deliberation of topics not on the agenda is prohibited by the Nevada Open Meeting Law.)

Director Thomas - No comment

Shanna Gibbons - No comment

Trustee Green - No comment

Trustee Mounts – She thanked the staff for their hard work at the library.

Trustee Morris – He states he is confident in the staff and appreciates the hard work being done by the staff.

Vice Chair Runion – He states everyone is doing a good job.

Chair John Shewalter – He states the he is putting on the future agenda to nullify the idea of the bookmobile and to move the half million dollars back to the general fund.

6. Approval of March 10, 2025 Agenda (Non-action item)

Item 7 is struck as there are no emergency items.

Without objection, the March 10, 2025 agenda is approved.

7. For Possible Action: Emergency Items

There are no emergency items.

8. For Possible Action: Discussion and deliberation to approve or amend and approve the meeting minutes for December 9, 2024, December 23, 2024, and February 28, 2025.

Vice Chair Runion makes a motion to approve the meeting minutes for December 9 2024, December 23, 2024 and February 28, 2025. Trustee Green seconds the motion.

There is no public comment.

Chair Shewalter calls the question to approve the meeting minutes for December 9 2024, December 23, 2024 and February 28, 2025.

The measure passes 5-0.

Break from 10:17 a.m. to 10:30 a.m. so that the library board and public had time to look over additional credit card backup provided by Assistant Director Gibbons.

9. Presentation: Treasurer's Report by Shanna Gibbons for discussion of monthly expenditures and revenue for December 2024 through February 2025.

Shanna Gibbons went over the monthly expenditures and revenue for December 2024 through February 2025, as well as the additional backup for the credit card breakdown.

Trustee Green - No comment

Trustee Mounts – No comment

Trustee Morris – No comment

Vice Chair Runion – No comment

Chair Shewalter – No comment

10. Discussion and deliberation to approve or amend and approve payment vouchers for December 2024 through February 2025.

Shanna Gibbons went over the payment vouchers for December 2024 through February 2025.

Chair Shewalter asks for clarification on the Hotspots and what they are used for.

Shanna Gibbons explains that they are for the public to check-out and take home so that patrons can have WiFi in their home using the device.

The item opens for public comment.

Ann Underdahl – Ann states that as well as Hotspots, libraries also have more free services, such as State Park Passes. She also asks if there is a way that the library coordinates large purchases through the county. She specifically states the purchasing of the boxes.

Carolene Logue – She commends staff on the range of services provided to the public with being a rural community. She is happy that we provide curbside service and says the more services to the public are appreciated.

Helen Schneider – In regard to the credit card bill she is bringing her dishes here to do them (referring to the new dishwasher).

There were no comments from the board.

Chair Shewalter makes a motion to approve the payment vouchers for October 2024 through November 2024.

Vice Chair Runion seconds.

Chair Shewalter calls the question.

The measure passes 5-0.

11. Presentation: Librarian's Report by Kimberly Thomas for discussion on library activity for December 2024 through February 2025. Report activities include patron traffic, books checked out, books returned, fees collected, online story time, STEAM, internet use, website usage and materials added.

Assistant Director presented the Librarian's Report due to Director Thomas being on Zoom. She went over the monthly stats and included the curbside service stats. She made comments that we have been busy entering new books into the system and also have Kanopy, and a new language learning service, Rosetta Stone. The website and downloadable library are also doing well.

There were no comments from the board.

12. Discussion and deliberation to:

- a. Discuss the bid proposals received for Bid No. 2024-001 Library Flooring Replacement Project;
- b. Award Bid 2024-001 Library Flooring Replacement Project to Nevada Contract Carpet, Inc. in the amount of \$299,035.35;
- c. Approve, amend and approve, or reject the contract with selected bidder;
- d. Fund from Capital Improvement Funds; or
- e. Reject bids and provide direction to staff on how to proceed with the project.

Chair Shewalter opened to public comment first before discussion.

Helen Schneider- She stated that this seemed like this is a lot of money and do we have it in the budget.

Chair Shewalter asked for board comments.

Trustee Green wanted to hear what John Shewalter has to say first.

Everyone on the board yields to Chair Shewalter so that he may speak first.

John Shewalter – He states that the carpet is over 20 plus years old and it needs updating. The library flooring needs to be done and the price will only go up, and it's time. He replies to Helen Schneider that we do have the money for it, and it was discussed in the last budget meeting. The bid has been completed and sent to legal for approval. Chair Shewalter asks for Michelle Nelson at the DA's office to confirm it is approved.

Michelle Nelson – Michelle states that Director Thomas and Assistant Director Gibbons both did an excellent job of getting the bid packet together even with hours of going back and forth with the purchasing department.

John Shewalter – It has been advertised correctly and it is time.

Trustee Green – She agrees with John and states that he has worded it well.

Trustee Mounts – She is in agreement to do the carpet and we have the money to do it.

Trustee Morris – He states that everything looks to be in order and he is all for it.

Vice Chair Runion – He fully supports the project and is on board. He states that he has thoroughly looked through the bid packet and it is one of the best packets he has ever seen.

John Shewalter – Everything is in place and if the board approves the library will be closed until the work is done. We will at that time have a reopening gathering.

Chair Shewalter made a motion to Award Bid 2024-001 Library Flooring Replacement Project to Nevada Contract Carpet, Inc. in the amount of \$299,035.35 and to C) approve the contract with the selected bidder and to D) fund from the Capital Improvements Fund.

Michael Runion seconded the motion.

Chair Shewalter calls the question.

The measure passes 5-0.

13. Discussion and deliberation to approve, amend and approve or reject 1) Network Savants, LLC replacing the library's computer hardware at a cost not to exceed \$12,000.00 and 2) to pay from the General Funds account.

Chair Shewalter makes a motion to approve the Network Savants, LLC replacing the library's computer hardware at a cost not to exceed \$12,000.00 and 2) to pay from the General Funds account.

Trustee Green seconds the motion.

Public Comment – None

Trustee Green – She states it is a good idea to keep up with technology.

Trustee Mounts – She supports what we need.

Trustee Morris – No comment

Vice Chair Runion – No comment

Chair Shewalter calls the question.

The measure passes 5-0.

14. Discussion and deliberation to approve, amend and approve or reject 1) the Library Director replacing the library's interior furnishings at a cost not to exceed \$45,000, and 2) to pay from the General Funds account

Chair Shewalter made a motion to approve 1) the Library Director replacing the library's interior furnishings at a cost not to exceed \$45,000, and 2) to pay from the General Funds account. Vice Chair Runion seconded the motion.

Public Comment – None

Trustee Green – Which furnishings are to be replaced and that she agrees that some of them do need replacing.

Shanna Gibbons – She explained that it would be the public seating as well as some of the staff furniture as well.

Trustee Mounts – Support for padding on the new chairs.

Trustee Morris – No comment

Vice Chair Runion – Needs updated, let's do it.

Chair Shewalter – He states he wrote the item for the amount of \$45,000 to give us plenty of room to get what we needed.

Chair Shewalter calls the question.

The measure passes 5-0.

15. Trustee/Director/Liaison Comments: - This item is limited to announcements, brief discussions of public comments, correction of factual inaccuracies, direction to staff, or topics proposed for future board meetings. (Lengthy deliberation of topics not on the agenda is prohibited by the Nevada Open Meeting Law.)

Director Thomas – She states that she is really excited to get all of the flooring done, new computers, and furniture and can't wait until it's done.

Assistant Director Gibbons - Congratulations to Nevada Contract Carpet on getting the job.

Trustee Green – She commented on library promotion that we may use additional ways to get the word out about our programs.

Trustee Mounts – She was pleased to see that the Pahrump Life Magazine and the Pahrump Valley Times both did articles on the library.

Trustee Morris – No comment

Trustee Runion – He stated that himself and Dee both have podcasts that could possibly do an interview for the library. He also states that he would like to have any information he could about the ALA be sent to his library email and that he would take a look at it.

Chair Shewalter – Regarding the ALA topic, he states that he is open to discussion to have the ALA put back on the agenda for review and he invites the public to send info via email to him, as well as to all of the board members so that they may give them time to look it over.

Michelle Nelson – She states as a reminder for anyone who sends an email to the board members send them separately so that no one mistakenly “replies all” to the emails and violates open meeting law.

Chair Shewalter – He asks that anyone wanting to send an email, to send it to Director Thomas or Assistant Director Gibbons so that it can be passed on accordingly. He also states that the regular board meetings will be suspended until the library opens in probably May or June.

16. Adjournment

Meeting adjourned at 11:20 am.

General Fund Payments

Apr-25

Vendor Name	Item	Recurrence	Amount
A & H Insurance	Insurance	Annual	\$
AT&T	Phone	Monthly/Annual	\$
AtoZ Databases	Supplies	As Needed	\$ 1780.00
Baker & Taylor	Books	Monthly	\$ 388.49
Blackstone Audio	Audio	Monthly	\$ 860.81
Book Page	Magazine	Yearly	\$
C&S Waste Solutions/Pahrump Valley Disposal	Trash	Monthly	\$ 175.60
Center Point Large Print	Books	Yearly / As needed	\$
Comtech Business System	Phone	As Needed	\$
Cutting Edge Lawn Care	Lawn	Monthly	\$ 250.00
Daniel C. McArthur	Accountant	As Needed	\$ 1186.00
Data2	Databases	As Needed	\$
Demco	Supplies	As Needed	\$
EBSCO	Magazines	Annual	\$ 717.54
Findaway	Audio	Monthly	\$
Follett	ebooks	Annual	\$
Gale	Books	Monthly	\$ 796.35
Genuine Pest Control	Pest Control	Monthly	\$ 170.00
Great Basin Water	Water	Monthly	\$ 313.85
Grey House Publishing	Books	As Needed	\$
Gunny's	HVAC	As Needed	\$
Industrial Light & Power	Lighting	As Needed	\$
Joe's Sanitation/Nevada Site Services	Storage Containers	Monthly	\$ 636.66
Johnson Controls	Alarm	Annual	\$
Kully	Equipment	As Needed	\$
Las Vegas Review Journal	Ads	As Needed	\$
Legislative Counsel Bureau	Books	As Needed	\$
Library Store	Supplies	As Needed	\$
Marks Service Center	Supplies	As Needed	\$
Mastercraft Electronics	Electronics	As Needed	\$
Nevada Library Cooperative	ebooks	As Needed	\$
Nevada Public Agency Insurance Pool	Insurance	Annual	\$
Nevada State Bank	Credit Card	Monthly	\$ 1,263.19
Network Savants	IT	As Needed	\$ 12218.99
Office1	Copies	Monthly	\$ 234.00
Overdrive/Kanopy	Digital/Streaming	Annual/Monthly	\$ 71.00
Pahrump Valley Glass	Windows	As Needed	\$
Peter's Carpet Cleaning	Carpet	As Needed	\$
Pitney Bowes	Supplies	As Needed	\$
Princh	Printing	Annual	\$
Public Agency Compensation Trust	Workers Comp	Quarterly	\$
Staples	Supplies	As Needed	\$ 283.98
State of Nevada Legislative Counsel Bureau	Books	As Needed	\$
Statewide Fire Protection	Inspection	As Needed/Quarterly	\$
Summit	Fire Protection	As Needed	\$
T-Mobile	Hotspots	Monthly	\$ 984.00
Ulline	Supplies	As Needed	\$ 11803.67
USA Today	Newspaper	As Needed	\$
Userful	Computers	Annual	\$
Valley Electric	Power	Monthly	\$ 1725.33
Valley Electric	Internet	Monthly	\$
Vortex	Doors	As Needed	\$
World Book	Books	As Needed	\$

Total		\$ 35,859.46
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See Authorization to Pre-Pay Letter

 Kelly Green

 John Shewalter

 Dee Mounts

 Matt Morris

 Michael Runton

Credit Card Breakdown April 2025 (No) Meeting

Name	Item	Date		Amount
Zoom	Tech/monthly	3/7/2025	\$	15.99
Home Depot	Paint	3/12/2025	\$	47.22
BreatheEZ Storage	Unit 8	3/13/2025	\$	130.00
BreatheEZ Storage	Unit 9	3/13/2025	\$	130.00
BreatheEZ Storage	Unit 10	3/13/2025	\$	130.00
BreatheEZ Storage	Unit 11	3/13/2025	\$	130.00
Sherwin Williams	Paint	3/15/2025	\$	98.75
Walmart	Locks	3/18/2025	\$	62.05
Wayfair	Chair	3/20/2025	\$	290.64
Costco	Chair	3/21/2025	\$	182.91
Walmart	Locks/water	3/26/2025	\$	28.30
Zoom	Tech/Annual	3/30/2025	\$	159.90
			\$	
			\$	
			\$	
			\$	
			\$	

1405.76

Home Depot Refund 1/2/2025 (\$142.57)

total \$1,263.19

General Fund Payments

May-25

Vendor Name	Item	Recurrence	Amount
A & H Insurance	Insurance	Annual	\$
AT&T	Phone	Monthly/Annual	\$
AtoZ Databases	Supplies	As Needed	\$
Baker & Taylor	Books	Monthly	\$ 219.03
Blackstone Audio	Audio	Monthly	\$ 306.24
Book Page	Magazine	Yearly	\$
C&S Waste Solutions/Pahrump Valley Disposal	Trash	Monthly	\$ 175.60
Center Point Large Print	Books	Yearly / As needed	\$
Comtech Business System	Phone	As Needed	\$
Cutting Edge Lawn Care	Lawn	Monthly	\$ 1500.00
Daniel C. McArthur	Accountant	As Needed	\$ 17625.00
Data2	Databases	As Needed	\$
Demco	Supplies	As Needed	\$ 19091.62
EBSCO	Magazines	Annual	\$
Findaway	Audio	Monthly	\$ 431.63
Follett	ebooks	Annual	\$
Gale	Books	Monthly	\$ 131.16
Genuine Pest Control	Pest Control	Monthly	\$ 170.00
Great Basin Water	Water	Monthly	\$ 1662.23
Grey House Publishing	Books	As Needed	\$
Gunny's	HVAC	As Needed	\$ 4200.00
Industrial Light & Power	Lighting	As Needed	\$
Joe's Sanitation/Nevada Site Services	Storage Containers	Monthly	\$ 374.84
Johnson Controls	Alarm	Annual	\$
Kully	Equipment	As Needed	\$
Las Vegas Review Journal	Ads	As Needed	\$
Legislative Counsel Bureau	Books	As Needed	\$
Library Store	Supplies	As Needed	\$
Marks Service Center	Supplies	As Needed	\$
Mastercraft Electronics	Electronics	As Needed	\$
Nevada Library Cooperative	ebooks	As Needed	\$
Nevada Public Agency Insurance Pool	Insurance	Annual	\$
Nevada State Bank	Credit Card	Monthly	\$ \$5,779.01
Nevada Contract Carpet	Carpet/Blinds	As Needed	\$ \$6,050.00
Network Savants	IT	As Needed	\$ 196.52
Office1	Copies	Monthly	\$
Overdrive/Kanopy	Digital/Streaming	Annual/Monthly	\$
Pahrump Valley Glass	Windows	As Needed	\$
Peter's Carpet Cleaning	Carpet	As Needed	\$
Pitney Bowes	Supplies	As Needed	\$
Princh	Printing	Annual	\$
ProQuest	Ancestry	Annual	\$ 1667.47
Public Agency Compensation Trust	Workers Comp	Quarterly	\$
Seton	Supplies/signs	As Needed	\$ 855.15
Staples	Supplies	As Needed	\$
State of Nevada Legislative Counsel Bureau	Books	As Needed	\$
Statewide Fire Protection	Inspection	As Needed/Quarterly	\$ 585.00
Summit	Fire Protection	As Needed	\$
The Library Store	Study Carrels	As Needed	\$ 2468.60
T-Mobile	Hotspots	Monthly	\$ 984.00
Ulline	Supplies	As Needed	\$ 4376.30
USA Today	Newspaper	As Needed	\$
Userful	Computers	Annual	\$
Valley Electric	Power	Monthly	\$ 1719.08
Valley Electric	Internet	Monthly	\$
Vortex	Doors	As Needed	\$
World Book	Books	As Needed	\$

Total		\$	70,568.48
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See Authorization to Pre-Pay Letter

 Kelly Green

 John Shewalter

 Dee Mounts

 Matt Morris

 Michael Runion

Credit Card Breakdown May 2025 Meeting

Name	Item	Date		Amount
Zoom	Tech/monthly	4/7/2025	\$	15.99
Amazon	Earth Day Supplies	4/10/2025	\$	113.55
Amazon	Chair Sliders	4/11/2025	\$	15.21
Uline	Furniture	4/11/2025	\$	5000.00
BreatheEZ Storage	Unit 8	4/13/2025	\$	130.00
BreatheEZ Storage	Unit 9	4/13/2025	\$	130.00
BreatheEZ Storage	Unit 10	4/13/2025	\$	130.00
BreatheEZ Storage	Unit 11	4/13/2025	\$	130.00
USPS	Cert Mail Taxation	4/14/2025	\$	17.74
Amazon	Signs/Door Stops	4/20/2025	\$	55.07
Amazon	Door Stops	4/18/2025	\$	27.99
Home Depot	Scotchguard	4/21/2025	\$	9.98
Amazon	Lamps/Remote	4/24/2025	\$	210.62
			\$	
			\$	
			\$	
			\$	
			\$	
				5986.15

Wayfair	Refund	4/9/2025	(\$191.93)
Amazon	Refund	4/11/2025	(\$15.21)

total \$5,779.01

Petty Cash - May 2025 Meeting

[illegible]

37.31

Kelly Green

John Shewalter

Dee Mounts

Matt Morris

Michael Runion

MATERIALS WITH USAGE July 1, 2024 - June 30, 2025

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
TOTAL USAGE	6762	6691	6047	6333	5702	7112	4162	4179	4139	3885
Childrens' (in-house)	2117	2040	1721	1977	1594	1404	490	562	556	614
Adults' (in-house)	3247	3185	2922	3010	2828	4468	2421	2523	2351	2087
TOTAL USAGE (in-house)	5364	5225	4643	4987	4422	5872	2911	3085	2907	2701
OverDrive (digital media)	1398	1455	1390	1273	1261	1221	1219	1072	1208	1155
Kanopy (digital streaming)	0	11	14	73	19	19	32	22	24	29
TOTAL USAGE (digital)	1398	1466	1404	1346	1280	1240	1251	1094	1232	1184
% childrens' (in-house)	0.39	0.39	0.37	0.40	0.36	0.24	0.17	0.18	0.19	0.23
% adults' (in-house)	0.61	0.61	0.63	0.60	0.64	0.76	0.83	0.82	0.81	0.77
TOTAL MATERIALS ADDED	244	143	141	121	87	86	115	91	91	206
in-house materials added	230	129	126	106	73	73	95	79	78	185
eAudio titles added	3	2	5	2	4	3	3	4	3	7
eBook titles added	11	12	10	13	10	10	17	8	10	14
Patron Count	5906	5730	5217	5835	4693	2638	0	0	0	0
Swaps	264	214	200	225	145	1961	0	0	0	0
Website Users	838	995	697	813	789	685	684	816	790	907
Website Sessions	1442	1365	1261	1012	1009	1020	899	1035	1151	1138
Internet/computer usage	661	667	466	543	438	275	0	0	0	0
Wireless	1007	690	712	729	588	399	0	0	0	0
Ref Transactions	1264	1366	1020	1278	1135	583	0	0	0	0
Ref Questions/ILL's	61	62	50	51	54	27	0	0	113	101
Legal Kiosk	21	16	17	25	16	1	0	0	0	0
Curbside Pickups	81	55	74	62	74	200	122	172	353	420
Curbside Returns	68	49	77	63	63	51	62	138	265	310
Patrons	27	21	22	22	26	26	52	73	129	156
Ref/Audit/Comp/FABC	24	17	21	23	21	13	10	11	11	10
Train Raffle \$98.00						122				
Tales with Pebbles	0	0	3	8	8	0	0	0	0	0
Babytime	0	0	37	142	58	16	0	0	0	0
Story Time	0	0	29	159	64	27	0	0	0	0
Reading/Passive Programs	24	0	0	33	76	0	0	0	0	0
Youth Game Day	0	0	0	28	0	0	0	0	0	0
Holiday Parties	0	0	0	0	0	78	0	0	0	0
Teen Club/Teen Party	40	53	0	0	0	0	0	0	0	0

Pahrump Library District

Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7937

Pahrump Library District herewith submits the (TENTATIVE) ~~---~~(FINAL) budget for the
fiscal year ending June 30, 2026

This budget contains 1 funds, including Debt Service, requiring property tax revenues totalling \$ 1,341,312

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed 0 If the final computation requires, the tax rate will be lowered.

This budget contains 4 governmental fund types with estimated expenditures of \$ 2,238,270 and
0 proprietary funds with estimated expenses of \$ -

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

APPROVED BY THE GOVERNING BOARD

I Kimberly Thomas
(Printed Name)
Library Director
(Title)

certify that all applicable funds and financial
operations of this Local Government are
listed herein

Signed 

Dated: 4-14-25

SCHEDULED PUBLIC HEARING:

Date and Time May 19 2025 10:00am

Publication Date May 5, 2025

Place: Pahrump Library 701 East Street Pahrump, NV

PAHRUMP LIBRARY DISTRICT
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2025-2026 BUDGET

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PAHRUMP LIBRARY
BUDGET MESSAGE FOR THE 2025-2026 BUDGET

The Pahrump Library Board is submittinng herewith a budget that addresses the obligations of the ensuing fiscal year. The Pahrump Library District has one fund that receives property tax: the General

The General Fund has been budgeted with an ending fund balance of \$2,970,689 to meet the necessary obligations fo the ensuing fiscal year.

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 06/30/24	ESTIMATED CURRENT YEAR ENDING 06/30/25	BUDGET YEAR ENDING 06/30/26
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation	11	11.33	11.33
Community Support			
TOTAL GENERAL GOVERNMENT	11	11.33	11.33
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
TOTAL	11	11.33	11.33

POPULATION (AS OF JULY 1)	42,828	43,984	43,563
Source of Population Estimate*	State	State	State
Assessed Valuation (Secured and Unsecured Only)	1,535,653,378	1,737,266,917	1,712,884,199
Net Proceeds of Mines			
TOTAL ASSESSED VALUE	1,535,653,378	1,737,266,917	1,712,884,199
TAX RATE			
General Fund	0.0987	0.0994	0.0994
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Fund			
Other			
TOTAL TAX RATE	0.0987	0.0994	0.0994

* Use the population certified by the state in March. Small districts may use a number developed per the instructions (page 6) or the best information available.

Pahrump Library District
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

PROPERTY TAX RATE AND REVENUE RECONCILIATION

	(1) ALLOWED TAX RATE	(2) ASSESSED VALUATION	(3) ALLOWED AD VALOREM REVENUE [(1) X (2)/100]	(4) TAX RATE LEVIED	(5) TOTAL PREABATED AD VALOREM REVENUE [(2)X(4)/100]	(6) AD VALOREM TAX ABATEMENT [(5)-(7)]	(7) BUDGETED AD VALOREM REVENUE WITH CAP
OPERATING RATE:							
A. PROPERTY TAX Subject to Revenue Limitations	0.1060	1,712,884,199	1,815,657	0.0994	1,702,607	361,295	1,341,312
B. PROPERTY TAX Outside Revenue Limitations:							
Net Proceeds of Mines							
VOTER APPROVED:							
C. Voter Approved Overrides							
LEGISLATIVE OVERRIDES							
D. Accident Indigent (NRS 428.185)							
E. Medical Indigent (NRS 428.285)							
F. Capital Acquisition (NRS 354.59815)							
G. Youth Services Levy (NRS 62B.150, 62B.160)							
H. Legislative Overrides							
I. SC CRT Loss NRS 354.59813	0.0052	1,712,884,199	88,876	0.0000	-	-	-
J. Other:							
K. Other:							
L. SUBTOTAL LEGISLATIVE OVERRIDES	0.0052	XXXXXXXXXXXXXXXXXXXX	88,876	0.0000	-	-	-
M. SUBTOTAL A, C, L	0.1112	XXXXXXXXXXXXXXXXXXXX	1,904,533	0.0994	1,702,607	361,295	1,341,312
N. Debt	0.0000						
O. TOTAL M AND N	0.1112	XXXXXXXXXXXXXXXXXXXX	1,904,533	0.0994	1,702,607	361,295	1,341,312

Pahrump Library District
(Local Government)

SCHEDULE S-3 - PROPERTY TAX RATE
AND REVENUE RECONCILIATION

SCHEDULE A - ESTIMATED REVENUES AND OTHER RESOURCES - GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS AND TAX SUPPORTED PROPRIETARY FUND TYPES

Budget for Fiscal Year Ending June 30, 2026

Budget Summary for Pahrump Library District
(Local Government)

[illegible]

Budget for Fiscal Year Ending June 30, 2026

Budget Summary for Pahrump Library District

(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS		SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES ** (3)	CAPITAL OUTLAY *** (4)	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)	OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCES (7)	TOTAL (8)
General Fund	*	645,750	282,550	331,800	700,000	58,803	-	2,970,689	4,989,592
Pahrump Friends of the Library	R	-	-	542	-	-	-	6,770	7,312
Book Mobile	R	-	-	-	-	-	506,496	-	506,496
Capital Projects	C	-	-	-	277,628	-	-	-	277,628
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		645,750	282,550	332,342	977,628	58,803	506,496	2,977,459	5,781,028

R-Special Revenue
C-Capital Projects
D-Debt Service
T-Expendable Trust

*** Include Debt Service Requirements in this column

*** Capital Outlay must agree with CIP.

REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 06/30/24	ESTIMATED CURRENT YEAR ENDING 06/30/25	BUDGET YEAR TENTATIVE APPROVED	ENDING 06/30/26 FINAL APPROVED
Taxes				
Property Taxes	1,131,667	1,281,210	1,341,312	-
Intergovernmental				
Consolidated Taxes	186,386	188,194	184,160	-
Grants	18,737	12,697	-	-
Subtotal	206,123	200,891	184,160	-
Charges for Services				
Copies	5,802	10,000	10,000	-
Fines and Forfeitures	3,424	5,000	5,000	-
Miscellaneous				
Book Sales	25,744	10,000	10,000	-
Investment Income	112,657	-	-	-
Donations	2,412	-	-	-
Other	-	5,000	5,000	-
Subtotal Miscellaneous	140,813	15,000	15,000	-
Subtotal	1,486,729	1,512,101	1,555,472	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
Book Mobile	-	-	506,496	-
BEGINNING FUND BALANCE	1,842,945	2,330,523	2,927,624	-
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	1,842,945	2,330,523	2,927,624	-
TOTAL RESOURCES	3,329,674	3,842,624	4,989,592	-
EXPENDITURES				
Culture and Recreation				
Salaries and Wages	513,061	500,000	645,750	-
Employee Benefits	247,295	240,000	282,550	-
Services and Supplies	194,757	175,000	331,800	-
Capital Outlay	44,038	-	700,000	-
Subtotal	999,151	915,000	1,960,100	-
OTHER USES:				
CONTINGENCY (not to exceed 3% of Total Expenditures)		-	58,803	-
Operating Transfers Out (Schedule T)				
ENDING FUND BALANCE:	2,330,523	2,927,624	2,970,689	-
TOTAL COMMITMENTS AND FUND BALANCE	3,329,674	3,842,624	4,989,592	-

Pahrump Library District

(Local Government)

SCHEDULE B

FUND General

22

RESOURCES REVENUES	(1) ACTUAL PRIOR YEAR ENDING 06/30/24	(2) ESTIMATED CURRENT YEAR ENDING 06/30/25	(3) BUDGET YEAR	(4) ENDING 06/30/26
			TENTATIVE APPROVED	FINAL APPROVED
Miscellaneous				
Investment Income	291	-	-	-
Subtotal	291	-	-	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
BEGINNING FUND BALANCE	7,021	7,312	7,312	-
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	7,021	7,312	7,312	-
TOTAL RESOURCES	7,312	7,312	7,312	-
EXPENDITURES				
Culture and Recreation				
Services and Supplies	-	-	542	-
Subtotal	-	-	542	-
OTHER USES:				
CONTINGENCY (not to exceed 3% or Total Expenditures)				
Operating Transfers Out (Schedule T)				
ENDING FUND BALANCE:	7,312	7,312	6,770	-
TOTAL COMMITMENTS AND FUND BALANCE	7,312	7,312	7,312	-

Pahrump Library District
 (Local Government)
 SCHEDULE B
 FUND Pahrump Friends of the Library

	(1) ACTUAL PRIOR YEAR ENDING 06/30/24	(2) ESTIMATED CURRENT YEAR ENDING 06/30/25	(3)	(4)
			BUDGET YEAR TENTATIVE APPROVED	ENDING 06/30/26 FINAL APPROVED
REVENUES				
Miscellaneous				
Investment Income (Loss)	6,496	-	-	-
Subtotal	6,496	-	-	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	-	-	-	-
BEGINNING FUND BALANCE	500,000	506,496	506,496	-
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	500,000	506,496	506,496	-
TOTAL RESOURCES	506,496	506,496	506,496	-
EXPENDITURES				
Culture and Recreation				
Services and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Subtotal	-	-	-	-
OTHER USES				
CONTINGENCY (not to exceed 3% of Total Expenditures)				
Operating Transfers Out (Schedule T)				
General Fund	-	-	506,496	
ENDING FUND BALANCE:	506,496	506,496	-	-
TOTAL COMMITMENTS & FUND BALANCE	506,496	506,496	506,496	-

Pahrump Library District
(Local Government)
SCHEDULE B
FUND Book Mobile

24

	(1) ACTUAL PRIOR YEAR ENDING 06/30/24	(2) ESTIMATED CURRENT YEAR ENDING 06/30/25	(3) BUDGET YEAR	(4) ENDING 06/30/26
			TENTATIVE APPROVED	FINAL APPROVED
REVENUES				
Miscellaneous				
Investment Income	26,897	-	-	-
Subtotal	26,897	-	-	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	-	-	-	-
BEGINNING FUND BALANCE	754,614	777,628	277,628	-
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	754,614	777,628	277,628	-
TOTAL RESOURCES	781,511	777,628	277,628	-
EXPENDITURES				
Capital Projects				
Capital Outlay	3,883	500,000	277,628	-
OTHER USES:				
CONTINGENCY (not to exceed 3% of Total Expenditures)				
Operating Transfers Out (Schedule T)				
ENDING FUND BALANCE:	777,628	277,628	-	-
TOTAL COMMITMENTS & FUND BALANCE	781,511	777,628	277,628	-

Pahrump Library District
(Local Government)
SCHEDULE B
FUND Capital Projects

Transfer Schedule for Fiscal Year 2025-2026

FUND TYPE	TRANSFERS IN			TRANSFERS OUT		
	FROM FUND	PAGE	AMOUNT	TO FUND	PAGE	AMOUNT
GENERAL FUND	Book Mobile	8	506,496			
						-
SUBTOTAL			506,496			-
SPECIAL REVENUE FUNDS Book Mobile						
				General Fund	10	506,496
SUBTOTAL			-			506,496
CAPITAL PROJECT FUNDS						
SUBTOTAL			-			-
TOTAL TRANSFERS			506,496			506,496

Pahrump Library District
(Local Government)

SCHEDULE OF EXISTING CONTRACTS
Budget Year 2025-2026

Local Government: Pahrump Library District
 Contact: Kimberly Thomas
 E-mail Address: kthomas@pahrumplibrary.org
 Daytime Telephone: 775-727-5930

Total Number of Existing Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2025-26	Proposed Expenditure FY 2026-27	Reason or need for contract:
1	Daniel C. McArthur, Ltd	TBD	TBD	TBD	TBD	Books
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
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14						
15						
16						
17						
18						
19						
20	Total Proposed Expenditures			\$ -	\$ -	

Additional Explanations (Reference Line Number and Vendor):

SCHEDULE OF PRIVATIZATION CONTRACTS
Budget Year 2025-2026

Local Government: Pahrump Library District
 Contact: Kimberly Thomas
 E-mail Address: kthomas@pahrumplibrary.org
 Daytime Telephone: 775-727-5930

Total Number of Privatization Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2025-26	Proposed Expenditure FY 2026-27	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11	Total				\$ -	\$ -				

Attach additional sheets if necessary.

1 **PAHRUMP COMMUNITY LIBRARY DISTRICT RESOLUTION NO. 2025-01**

2 A RESOLUTION TO CLOSE THE BOOKMOBILE OPERATING SPECIAL REVENUE FUND

3 WHEREAS, on June 13, 2022, through Resolution 2022-01, the Pahrump Community Library
4 District Board of Trustees adopted the creation of

5 the Bookmobile Operating Special Revenue Fund ("Fund") to account for revenue and expenditures
6 related to Bookmobile activities; and

7 WHEREAS, the original purpose for which this Fund was created is deemed no longer necessary
8 and has become dormant; and

9 WHEREAS, Resolution 2022-01 states "The funds will go back into the General Fund if the
10 Bookmobile is not operational by 2025; and

11 WHEREAS, total resources available is five hundred twenty-seven thousand three hundred thirty-
12 two dollars and seventy-six cents (\$527,332.76) as of April 30, 2025;

13 NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Pahrump Community Library
14 District shall revert all remaining excess funds available to the General Fund.

15 IT IS FURTHER RESOLVED that the Pahrump Community Library District shall close this
16 Fund and

17 remove said Funds from financial reports.

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AYES:

NAYES:

ABSENT:

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Background Check Policy

Purpose

To ensure the safety, security, and trust of the public, staff, and volunteers, Pahrump Community Library (the "Library") requires background checks for all employees as a condition of employment and may require them from others based on their role. This policy establishes procedures for conducting criminal history background checks using fingerprinting and Live Scan technology, as well as checks of the Nevada Central Registry for the Collection of Information Concerning the Abuse or Neglect of a Child (the "Central Registry"), in compliance with applicable federal and Nevada state laws.

Scope

This policy applies to all newly hired employees, and may apply to volunteers or contractors who have access to patrons, confidential information, or sensitive areas of Library operations, including anyone who will work with or around minors.

Policy

1. Background Check Requirement

All final candidates for employment must undergo a criminal background check using fingerprinting and Live Scan processing and may require checks of the Central Registry, as set forth in this Policy. Offers of employment are contingent upon successful completion and evaluation of the background check results.

2. Fingerprinting and Live Scan Process

- Fingerprinting will be conducted by an authorized agency or vendor approved by the Nevada Department of Public Safety ("DPS").
- The fingerprints will be submitted via Live Scan to the Nevada DPS and/or the Federal Bureau of Investigation ("FBI") for criminal history record checks.

3. Authorization and Consent

- Candidates must sign a written authorization and consent form before fingerprinting and processing.
- Refusal to consent to the background check will result in disqualification from employment.

4. Evaluation of Criminal History

- A criminal conviction does not automatically disqualify a candidate from employment. Each case will be evaluated individually, considering:
 - The nature and gravity of the offense; and
 - The time elapsed since the conviction; and
 - The relevance of the offense to the position sought.
- The Library will not consider sealed, expunged, or otherwise legally protected criminal records in making employment decisions, in accordance with Nevada law.
- Decisions will be made in accordance with Nevada Revised Statutes ("NRS") and applicable federal laws, including Title VII of the Civil Rights Act of 1964. The Fair Credit Reporting Act ("FCRA") will apply only if a third-party consumer reporting agency is used.

5. Child Abuse and Neglect Registry Check

- For any employee, volunteer, or contractor whose duties involve working directly with children or having unsupervised access to minors, the Library may require a check of the Central Registry, pursuant to NRS 432.100.
- Individuals required to undergo a Central Registry check must complete a Division of Child & Family Services ("DCFS") Central Registry request form and provide written consent to the background investigation. Refusal to authorize the background investigation may result in disqualification from employment. Substantiated findings of abuse or neglect will be evaluated on a case-by-case basis, considering the nature of the finding, the time elapsed, and the relevance to the responsibilities of the position.

6. Confidentiality

- All background check results will be kept confidential and stored securely in accordance with state and federal privacy regulations.
- Access to background check information will be limited to authorized personnel only.

7. Disqualification and Appeal

- If a background check reveals information that may disqualify a candidate, the candidate will be provided an opportunity to submit within five (5) business days of notice of disqualification a written explanation, correction, or rebuttal including any relevant supporting documentation before any final employment decision is made. The Library will consider any additional information submitted before determining whether to proceed with disqualification. The Library will notify the candidate of the final decision in writing within fifteen (15) business days of receipt of the candidate's additional information.

POSITION TITLE: Security Guard
REPORTS TO: Library Director

POSITION SUMMARY:

Ensures the safety of patrons, staff, and library assets by patrolling the building and grounds, enforcing library policies, and responding to problem situations. Provides assistance to patrons and staff in a courteous, helpful manner.

JOB REQUIREMENTS:

Education

- High school diploma or GED
- First Aid Training and CPR/AED certification required; option to obtain within three months of hire may be considered
- Formal training in security or law enforcement, preferred

Experience

- Work experience in security or law enforcement, preferred

PERSONAL REQUIREMENTS:

- Committed to providing security to both library patrons, staff, and property
- Strong work ethic
- Ability to work well with staff and the public
- Outgoing and pleasant personality
- Flexible, cooperative, and responsible
- Good record of dependability, promptness, and attendance on the job
- Projects professionalism in appearance and behavior
- Conforms to security dress code
- Must be able to work independently

KNOWLEDGE, SKILLS, AND ABILITIES:

- Excellent problem-solving and conflict resolution skills to defuse confrontational situations, with the ability to remain calm during confrontational and emergency situations
- Excellent interpersonal skills and proven ability to serve the public with friendliness, tact, and diplomacy
- Excellent observation skills
- Strong oral and written communication skills
- Knowledge of accepted practices involving security operations, especially in public facilities
- Proficiency in using a personal computer for email, internet, Word, and other computer applications relevant to the job
- Ability to establish and maintain effective working relationships with staff, patrons, and law enforcement agencies

- Ability to work well under pressure and without direct supervision
- Ability to develop a general knowledge of security
- Ability to concentrate and pay close attention to detail

DESCRIPTION OF TASKS:

- Performs security functions and procedures to ensure orderly, safe, and secure library building and grounds for patrons and staff and to prevent theft and vandalism of library materials
- Maintains reliable attendance, reports to work as scheduled, and notifies administration of any alteration to the schedule before the scheduled work time
- Patrols the library building and grounds at regular intervals; appropriately handles observed irregularities or problems
- Investigates and handles disturbances that involve patrons displaying disruptive, offensive, or inappropriate behavior; uses non-violent intervention methods to confront customers to explain library rules and procedures diplomatically; enforces expulsion policies and/or obtains law enforcement assistance, as needed
- Works with library staff to prevent theft of library materials; reviews security cameras for evidence, when needed
- Prepares and submits prompt, detailed, and accurate incident reports following standardized practices; handles this information with appropriate confidentiality
- At closing time, checks all library areas for patrons, ensures doors are locked, and ensures staff safely reaches their vehicles
- Responsible for complying with the library's policies and procedures
- Informs the Library Director of work problems and patron situations; recognizes situations appropriate for seeking managerial or administrative assistance

ESSENTIAL SKILLS:

- Must be physically able to do constant walking, standing, moderate lifting, carrying, bending, grasping, pushing, sitting, and other limited physical activities
- Requires frequent operation of computer equipment, monitoring of security cameras, and frequent in-person, email, and phone contact with staff and patrons
- Must be able to work indoors and outdoors, including during inclement weather conditions